

**Watertown Housing Authority
Regular Meeting**

Meeting Date: October 18, 2025
Meeting Time: 6:00 p.m.
Meeting Place: Buckingham Terrace

Members Present: Ms. Janelle Wilk, Chairwoman
Mr. Dan DiVito, Vice Chairman
Mr. Peter Mucciarone, Commissioner
Ms. Sharon Pratt, Resident Commissioner
Ms. Denise Russ, Commissioner

Members Absent: None

Others Present: Mr. Russ Antonacci, Manager
Mr. Lance Valentino, Property Manager
Ms. Lori Finke, Property Manager

1) Roll Call

2) Chairwoman's Report – Ms. Wilk

No report.

3) Approval of Minutes

Ms. Russ noted that for the vote she was a no vote, not an abstention. She asked for that to be changed, and Ms. Fink will go ahead and change it.

Agenda Item:	3.1
Subject:	To Approve the Minutes of the September 24 th , 2025 Housing Authority Regular Meeting Minutes – Country Ridge
Motion Presented By:	Mr. DiVito
Motion Seconded By:	Ms. Russ
Text of the Motion:	So moved.
Discussion:	None
Opposed:	None

Abstained:	None
Vote:	Motion passed

4) Approval of Bills Paid

Ms. Russ questioned one of the bills she thought was high, however after noting that there was an excavator needing to be brought in for the job, along with a guardrail being taken down and put back up, she was good with the amount.

Agenda Item:	4.1
Subject:	To Approve the bills for October 2025
Motion Presented By:	Mr. DiVito
Motion Seconded By:	Mr. Mucciarone
Text of the Motion:	So moved.
Discussion:	None
Opposed:	None
Abstained:	None
Vote:	Motion passed

5) Property Manager's Report – Mr. Valentino

Mr. Valentino – Yes. As of today, we have three apartments available, one in Buckingham and two at Truman. And as today we used to have seven completed work orders and six are still open. The automatic opener is on the back door now as well and there is a new mechanism on the front door that they fixed while they were here.

Mr. DiVito asked what needed to be done in the three apartments that are open and it was noted that they all need to be painted with a little bit of fixed and should be ready to rent by months end.

6) Resident Service Coordinator Report

Ms. Finke – Yesterday they came from the Health Complex and gave out flu shots and then also offered Covid shots if anyone wanted them. I will put this out to all three places for anyone that wants to sign up. We have a tentative date of October 21st. He will go to all three places starting at Truman and then Country Ridge and then Buckingham. And as far as I'm working on getting access, I'm working with New Opportunities to get access for the software to do the energy assistance. I did do a signup sheet. People have signed up. I did sit with Laura at the senior center today and watched how she did it on the actual software. Really nice, If I'll be able to do that. It'll be a lot quicker. Otherwise, I'm going to have to do the paper one, send it to the new opportunities. Then they have to find the time to put it in. Laura called Sean and she's going to talk to Mark at Town Hall and see if they can help me get in on my computer so that I can do that.

For Choices, (Medicare), that open enrollment starts October 15th and will be in full swing when we meet again.

Mr. Antonacci - Lance met with the environmental company that did the phase one at Country Ridge for the grant. We are negative asbestos for at Country Ridge, which we kind of already knew because of the dates, but the state still requires it. The final results will come in this week and we'll submit them to the state, but the state has also come back to us with a few more hoops that we had to jump through. Now they're asking for a limited phase two, which is not part of the process, but I don't understand why, because we checked all the boxes on the phase one and now they want more stuff, which means we are getting closer to funding.

Ms. Wilk asked for a notice to go up at Country Ridge regarding the process, as people are asking about it and just to keep them aware.

7) Resident Commissioner Report – Ms. Pratt

I really don't have anything to report except the fact that I did meet at all three sites last month. I didn't make last month's meeting, but I did meet with all the tenants. I think that we have the complaint department pretty well closed at this time. The only thing I'm working on now with Lori is the Christmas party for the tenants. The tenants were going to go with the same place that we had last year because they enjoyed it and the majority would like to go back to the same place that they had the Christmas party. But other than that, things are quiet. It was held at Hometown.

8) Public Participation

Tanya Johnson – D4 spoke.

Carol Muller – E2 spoke.

Suzzane Griffin – D8 spoke.

9) Adjournment

Agenda Item:	9.1
Subject:	To Adjourn the Meeting
Motion Presented By:	Mr. DiVito
Motion Seconded By:	Ms. Russ
Text of the Motion:	So moved.
Discussion:	None
Opposed:	None
Abstained:	None
Vote:	Motion Passes

The meeting adjourned at 6:20 p.m.

Sharon Pratt

Watertown Housing Authority